



BRAMSHOTT & LIPHOOK PARISH COUNCIL

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PARISH COUNCIL MEETING

THESE ARE DRAFT MINUTES AND ARE SUBJECT TO APPROVAL AT THE NEXT MEETING ON THE 16th DECEMBER 2019

A MEETING OF BRAMSHOTT AND LIPHOOK PARISH COUNCIL TOOK PLACE AT 7.30 PM IN THE MILLENNIUM CENTRE, LIPHOOK ON MONDAY 25th NOVEMBER 2019

MINUTES

PRESENT

Cllr Coyte
Cllr D Curnow-Ford
Cllr P Curnow-Ford
Cllr Garnett
Cllr Hall
Cllr Jerrard
Cllr Kirby
Cllr Olson
Cllr Trotter

Mr P Stanley - Executive Officer

2 District Councillors, 5 members of the public, and the Press were in attendance.

142/19

CHAIR'S ANNOUNCEMENTS

The chair requested that mobile phones should be turned off. She pointed out the fire escape routes. It was stated the meeting would be recorded for the purpose of the minutes. No other recording was taking place.

143/19

APOLOGIES FOR ABSENCE

Apologies were received from Cllr Jourdan, Cllr Mitchell, Cllr Winfield.

144/19

DISCLOSURE OF INTERESTS

The chairman stated that the Executive Officer will provide councillors with further written advice concerning the declaration of interests. The monitoring Officer had confirmed that it is the responsibility of individuals to declare any pecuniary interests. The statement was read out to councillors and no interests were declared.

145/19

MINUTES OF LAST MEETING

The minutes of the meeting held on 28th October were approved
Proposed Cllr Kirby, Seconded Cllr P Curnow-Ford, all in favour.

146/19

MATTERS ARISING

There were no matters arising.

147/19

PUBLIC PARTICIPATION SESSION

Meeting adjourned

Public Questions – items not on the agenda

A question was asked about traffic calming and safety measures in the parish following two recent accidents. There were no specific updates at the moment but meetings are being held and further information will be made available once proposals were formulated.

Public Questions – items on the agenda

Mr Miller wanted to record the valued contribution from Cllr Olson and Cllr Kirby on the NDP Steering Group

Meeting re-convened.

148/19

REPORT FROM DISTRICT AND COUNTY COUNCILLORS

Cllr Glass ran through the report of the district councillors.

- Hampshire County Council had assessed the cost of different traffic calming measures in Bramshott which include gateways and signage.
- EHDC continues to provide all its statutory duties in the run up to the General Election on 12th December 2019. Polling stations are Conford Village Hall, The Church Centre and The Millennium Centre.
- There will be no District Councillor surgeries in December 2019.

It was confirmed that there is s106 funding available for transport related projects.

149/19

MINUTES OF COMMITTEE MEETINGS

LMC Management Committee

Receipt of the draft minutes of meeting held on 4th November 2019.

Proposed by Cllr Olson, Seconded by Cllr P Curnow-Ford, 8 in favour, Cllr Garnett abstained.

Finance & Policy Committee

Receipt of the draft minutes of a meeting held on 11th November 2019.

Proposed by Cllr Garnett, Seconded by Cllr Trotter, all in favour.

The Executive Officer confirmed that committee minutes being received are usually in draft form subject to approval. If there are material changes to any draft minutes, they are brought back to full council to receive the updated version.

150/19

REPORTS FROM REPRESENTATIVES FROM OUTSIDE BODIES

CAB – Cllr Garnett provided an update. A large part of the CAB budget comes from Hampshire County Council. The council also provides a grant.

Oak Park Consultative Committee – Cllr Garnett reported that the drainage system continues to cause concern and this is being monitored by EHDC. Phase 2 of the development is due to start around Christmas.

Age Concern – The next AGM will be held in December and will be attended by Cllr Garnett.

Bramshott & Liphook Preservation Society – Cllr D Curnow-Ford attended a recent meeting. Items discussed included, a request for remedial work on the Queen’s Jubilee memorial tree and a “local list” of properties that are not listed and are outside the conservation area but have historic and heritage value to Liphook and surrounding villages.

EHATPC – Cllr Kirby had attended a recent meeting. It was reported that changes to the Code of Conduct will mean issues being considered by councils first and only referred to the Monitoring Officer at EHDC if not resolved locally. There is s106 money for transport projects for which the council could apply.

River Wey Trust – Cllr Kirby had attended Annual Public Meeting at which it was reported that Beavers were being reintroduced on NT land in Haslemere.

Community Rail Partnership – Cllr Kirby had attended a meeting at which important rail links were discussed.

Remembrance Sunday – was well attended with 4 Parish Councillors and District Councillors in attendance.

151/19

NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP

The Council considered the NDP Steering Group minutes from 10th September 2019 and 8th October 2019. These minutes were produced by the NDP Administrator and approved by the NDP Steering Group. There was also a report produced by the Vice Chair of the Steering Group that provided some updates on progress with the NDP. There were some concerns expressed by several councillors about the update not being circulated with the agenda. The chairman agreed to ask that the report be produced sooner so it can be circulated. There was also some concern expressed by several councillors about a possible conflict of interest for the Vice Chair of the Steering Group. The Chairman understood that the vice-chair of the Steering Group had taken advice on her role and the matter will be further reviewed by the chairman.

There was some discussion about the role of the NDP Steering Group and that of the Council. It was pointed out that the Steering Group operate within the Terms of Reference set for it. Furthermore, the Steering Group and Working Party meetings are open to both councillors and the public and press. Anyone with concerns about the work of the NDP was encouraged to attend meeting and see the work of the groups.

It was confirmed by the Liphook Herald that the recent article about development sites was based on information provided by the developer concerned and not the NDP Steering Group. Cllr Kirby stated that the call for sites information will be independently reviewed by AECOM and recommendations made.

Some councillors expressed concerns about questioning the work of the NDP Steering Group. It was stated that the NDP are not working with any developer.

Acceptance of the minutes of the NDP Steering Group held on 10th September 2019.
Proposed Cllr Olson, Seconded Cllr P Curnow-Ford, 7 in favour, Cllr Trotter and Cllr Jerrard abstained, minutes accepted.

Acceptance of the minutes of the NDP Steering Group held on 8th October 2019.
Proposed Cllr Olson, Seconded Cllr P Curnow-Ford, 7 in favour, Cllr Trotter and Cllr Jerrard abstained, minutes accepted.

152/19

APPROVAL OF PAYMENTS

Approval of schedule of payments in October 2019 (**Attachment 1**).
Proposed Cllr Coyte, Seconded Cllr P Curnow-Ford, all in favour.

The bank balances held by the Council at the end of October were checked by Cllr Garnett:

Current Account - £1,000.00
Business Account - £269,606.11
32 Day Notice Account - £300,092.50
Total Funds - £570,698.61

153/19

FUNDING FOR REFURBISHMENT OF ROOMS AT THE LIPHOOK MILLENNIUM CENTRE

The LMC Management Committee had agreed at its meeting on 4th November 2019, a specification for the refurbishment and upgrade of the Green, Heather and Canada Rooms at an estimated cost of £35,000. The council were asked to approve the cost of this work from Earmarked Reserves.

It was proposed that a sum of £35,000 be approved from earmarked reserves for the refurbishment of the Green, Heather and Canada Rooms.
Proposed Cllr P Curnow-Ford, Seconded Cllr Olson, 8 in favour, Cllr Garnett opposed. Proposal agreed.

An upgrade to the audio system was not part of the project specification but will be considered as a future project.

154/19

PEAK CENTRE

Cllr Garnett reported that good progress was being made with the updated Trust Document and Underlease. These draft documents had been sent to the Peak Centre Trustees. It was hoped that the documents could be approved at the December 2019 Council Meeting. However, the time available is short so the final approval may be at the January Meeting. The Solicitors will be provided with some minor suggested changes. The new rent under the agreed lease is currently being paid and therefore no problems are expected from the landlord of the building.

155/19

PEAK CENTRE TRUSTEE

Under the terms of the new trust document, the council needed to appoint a trustee to the Peak Centre Trust for a term of 4 years. It was proposed that Cllr Mitchell be appointed to this position and that she was willing to become a trustee.

Proposed Cllr Garnett, Seconded Cllr Kirby, all in favour.

156/19

RIVER WEY TRUSTEE

It was proposed that Cllr Kirby be appointed as a trustee of the River Wey Trust.

Proposed Cllr Olson, Seconded Cllr D Curnow-Ford, all in favour.

157/19

LIPHOOK VILLAGE HALL

It was noted that the Council is Custodian Trustee and landlord to the Liphook Village Hall. A working party had been proposed which will need some Terms of Reference. The membership of the committee was agreed as Cllr Winfield, Cllr Kirby, Cllr Garnett, Cllr D Curnow-Ford, Cllr Hall. The Executive Officer will also be in attendance when required.

158/19

S106 & COMMUNITY FUNDED INITIATIVES FUNING FOR TRANSPORT PROJECTS

Plans were still being finalised for traffic calming measures in Bramshott. The approximately cost will be £17,000 but a final figure will not be known until a final decision on the required measures is agreed. It was reported that the total S106 funding available for transport projects was £97,000. The council also holds £5,000 for Community Funded Projects. The arrangements for Community Funded Projects was published by Hampshire County Council. Cllr Glass agreed to forward some further information.

Councillors was asked to consider any projects that may improve transport issues.

159/19

DATE OF NEXT MEETING

As the scheduled meeting does not clash with the Carol Service, the next meeting is confirmed as Monday 16th December 2019.

The meeting closed at 8.39 pm

Signed:
Chair

Date: